

**M1/04-0418**

27 July 2004

To: Dr. Daniel Dae Hoon Kim - Iritech

From: Wayne Kyle  
Vice Chair, INCITS M1 technical Committee  
cc: Fernando Podio, Chair, INCITS M1 Technical Committee  
cc: Stephen Elliott, Secretary, INCITS M1 Technical Committee  
cc: Barbara Bennett, INCITS Secretariat

**Subject: Membership Status**

Dr Dae Hoon Kim,

Unfortunately, the voting rights of Iritech in the INCITS M1 Technical Committee have now been forfeited due to Iritechs' failure to return non-accelerated letter ballots, following a jeopardy letter of 24 March 2004.

In accordance with the INCITS/RD-2 (Section 4.2.4.2) "Voting members of INCITS and its subgroups shall be terminated under the following conditions:

- a) The principal and all alternate representative(s) shall be warned in writing upon failure of the organization to:
- (1) attend two out of three successive meetings, in which case the membership shall be terminated if not represented at the next meeting; or
  - (2) return two out of three successive non accelerated letter ballots if the next non-accelerated letter ballot (M1/04-0321) after the warning is not returned.

An organization fails to perform an above action when none of the organization's representatives perform the action.

(b) Voting and advisory memberships shall be canceled by the INCITS Secretariat for failure to pay appropriate service fees within the time specified by the INCITS Secretariat."

If special circumstances exist that prevent your ability to comply with the membership criteria in item a) above, the INCITS Subgroup may vote to retain your membership.

Please note that you can re-obtain voting membership by attending two of three consecutive INCITS Technical Committee meetings.

Best regards,

Wayne Kyle,  
Vice Chair, INCITS M1 Technical Committee

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Accredited Standards Committee\*  
INCITS, InterNational Committee for Information Technology Standards  
\*Operating under the procedures of the American National Standards Institute  
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